

## **Policy for Payment of Funds for Mitigation Grants**

All mitigation grants will be paid on a reimbursement basis: copies of invoices/receipts and checks will be submitted with the Request for Payment/Reimbursement form. The one exception to this policy is acquisition projects. Closing costs for acquisitions may be advanced not more than 10 business days prior to the scheduled closing date. The sub-grantee will submit a listing of cost associated with closing on the property(s) and a schedule of closing date(s) with the Request for Payment/Reimbursement form. After the closing date, a copy of the Appraisal, Settlement Statement and all checks will be forwarded to AEMA within 10 business days.

NOTE: Sub-grantees will keep all original documents at local level.